

NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4809; DSN 853-4809
WEBSITE: www.azguard.gov/hro

EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 07-009T OPENING DATE: 05 JAN 2007 CLOSING DATE: 19 JAN 2007

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:
CHAPLAIN, GS-0060-11, TC70638000

APPOINTMENT FACTORS: OFFICER (X) WARRANT OFFICER () ENLISTED ()

SALARY RANGE: \$53,184 - \$ 69,141 PA	SUPERVISORY () MANAGERIAL () NON-SUPERVISORY/NON-MANAGERIAL (X)
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LOCATION OF POSITION:

JOINT FORCE HEADQUARTERS, PHOENIX, ARIZONA

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

INSTRUCTIONS FOR APPLYING: Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include; High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include; Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a member of the Arizona Army National Guard JFHQ and be able to qualify for the following AFSC/MOS/AOC/BRANCH: 56A
KNOWN PROMOTION POTENTIAL: NONE

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

AREA OF CONSIDERATION: This position is the Federal/Excepted Civil Service and is open to current federally recognized officers of the Arizona Army National Guard who are Chaplains. Selectee must be federally recognized as a commissioned officer in the grade of O-2 to O-3. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS).

NOTE: PCS funds are not authorized.

NOTE: Individual selected will receive an Indefinite appointment NTE one year and may be extended if position becomes unencumbered. This vacancy is behind a deployed soldier in support of GWOT, this appointment will be terminated upon return of incumbent.

NOTE: Individual selected may be converted to a long term Indefinite or a Permanent appointment should funding or a position for which the selected individual is qualified for become available.

NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).

NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Ability to provide pastoral care for military technicians and active guard/reserve personnel employed within the state ARNG/ANG to include visitation and pastoral counseling, as requested.
2. Ability to provide for the free exercise of religion and accommodation of religious practices.
3. Ability to coordinate care with drill status chaplains and civilian pastoral entities to ensure ministry is provided according to the religious beliefs and needs of the employees.
4. Ability to visit organizations throughout the state on a periodic basis to ensure individual needs are identified and addressed and to improve the emotional readiness of full time support personnel.
5. Ability to represent the drill status State Chaplain during staff meetings and mobilization planning meetings.
6. Ability to review state level regulations and operating procedures as they pertain to unit ministry needs for compliance with higher-level regulations and directives and to ensure provisions for meeting the emotional needs soldiers and airman.
7. Ability to perform, assists, and provide for crisis care of full-time support/deployed personnel and their families as well as personnel undergoing training.
8. Ability to provide training to supervisory, managerial and staff personnel in quality of life programs such as Suicide Prevention, Violence in the Workplace, Critical Incident Stress Management (CISM), etc.
9. Ability to coordinate plans for special events and seasonal religious services and may be required to prepare and deliver sermons as well as administer ordinances.
10. Skill to administer the Chaplain/Chaplain's Assistants program for the state according to established policies and procedures.

SPECIALIZED EXPERIENCE: Must have 36 months experience of specialized experience that has provided the applicant with the knowledge, skills and abilities as listed above. Specialized experience is progressively responsible work in a professional program of spiritual welfare and religious guidance which demonstrates or provides the knowledge, skills, and abilities essential for successful performance of the job. The major functional areas that comprise the total range of chaplaincy work are (1) the religious ministry, (2) administration, (3) training, and (4) research.

BRIEF JOB DESCRIPTION: This position is located in the Office of The Adjutant General, Joint Force Headquarters-State, (JFHQ-ST), Special Staff of the Adjutant General, Office of the Chaplain. This position works under the day to day supervision of the Joint Chief of Staff or the TAG. This position is responsible for the supervision of a full-time Chaplain Assistant. The mission of the National Guard Chaplain Service is to provide unsurpassed spiritual leadership and care to National Guard personnel and their families at home and abroad. The primary purpose of this position is to manage the state National Guard Chaplain Service (NGCS) religious program, and to ensure the free exercise of religion for National Guard personnel and their families. The employee coordinates a program of religious ministries, including workshops, spiritual leadership and care, religious education; and other activities for National Guard personnel and their families. The Chaplain Service ministry is performed cooperatively, and executed in a pluralistic environment. This ministry, when directed by TAG, may be extended to active duty and reserve component military personnel and their families within the State. Provides full program management services for the State/Territory Chaplain in accordance with National Guard Chaplain Service program goals and objectives. Employee reviews training strategies that address, a) the technical and tactical proficiencies of the state National Chaplain Service personnel, b) quality of life programs for National Guard personnel and their families, c) needs of other Chaplain Service constituencies (civilian clergy, non-government organizations (NGO), etc.). Provides chaplain support serves for National Guard personnel and their families through the full spectrum of the deployment cycle (mobilization, deployment, employment, redeployment, and reconstitution). Under the Supervision of the Chief of Staff, TAG, and State level Chaplain (on M-Day status), coordinates Chaplain Service support during events such as natural disasters (floods, hurricanes, tornados, snowstorms, tsunamis, etc.), man-made disasters (acts of terrorism and technological events, etc.), unit emergencies (suicide, line-of-duty deaths, and serious line-of-duty injuries), and during times of significant national events (Olympics, national conventions and inaugurations, etc.). Other duties as assigned.

SELECTING OFFICIAL: COL JEANNE BLAES